

**From:** Stevenson, Allan (DPH) </O=COMMONWEALTH OF MASSACHUSETTS/OU=DPH/CN=RECIPIENTS/CN=ASTEVENSON>  
**Sent:** Tuesday, November 29, 2005 10:10 AM  
**To:** Hanchett, James (DPH) <James.Hanchett@dph.state.ma.us>; Salem, Sharon (DPH) <Sharon.Salem@dph.state.ma.us>; Farak, Sonja (DPH) <Sonja.Farak@dph.state.ma.us>; Pontes, Rebecca (DPH) <Rebecca.Pontes@dph.state.ma.us>  
**Subject:** FW: Lab Safety Assessment  
**Attach:** Lab Safety Assessment.pdf; Lab Safety Assessment\_JMF.pdf; QuestionResponseGraph1\_drobinson\_20050810144749[1].rtf

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Jim,  
I see you listed as "Jame Hanchett" on the mailing list, so I didn't know if you got this.  
Cam

-----Original Message-----

From: Maureen O'Leary [mailto:mcoleary@ehs.umass.edu]  
Sent: Tuesday, November 29, 2005 9:31 AM  
To: 'Allan Stevenson'; 'Becky Lawler'; 'Dan Kibe'; ebatista@research.umass.edu; 'Erika Hamilton'; 'Francis Merrigan'; 'Katie Dambach'; 'Larry Braun'; 'Ruth Witkowsky'; 'Sally Ives'; 'Steven Petsch'; 'Vern Fath'; 'Betsy Blunt'; 'Bruce Krasin'; 'David Reckhow'; 'Dennis Gagnon'; 'Donald Robinson'; 'Francis Juanes'; 'Herbert Hultin'; hilaryw@ora.umass.edu; 'Jason Griffin'; 'John Nickolson'; 'Katherine V Fite'; 'Leslie Blahut'; 'Martha Sylvia'; 'Marvin Ellin'; 'Maureen O'Leary'; 'Michael Cottom'; 'Peter Samal'; 'Thomas McCarthy'; 'Tony Papirio'; 'Yung Morgan'; ejm@ehs.umass.edu; 'Brian Fitzpatrick'; 'Al Sorensen'; vchase@ehs.umass.edu; 'James Field'; 'Jame Hanchett'; 'Julie Pahl (Julie Pahl)'; 'Alan Rakouskas'; 'Donald Robinson'; kswiecanski@ehs.umass.edu; 'Phyllis Berman'; jbussiere@uhs.umass.edu  
Subject: FW: Lab Safety Assessment

Dear Lab Safety Coordinators,

Attached is a copy of the lab assessment checklist and reports used by EH&S.  
Please forward the assessment list to the faculty in your departments.

Thanks.

Maureen O'Leary, Ph.D.  
Biosafety & Environmental Health Program Head  
Environmental Health & Safety  
Draper Hall  
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(413) 545-5116

-----Original Message-----

From: James Field [mailto:jmfield@ehs.umass.edu]  
Sent: Friday, November 18, 2005 2:26 PM  
To: Maureen O'Leary; pmorgan; Brian Fitzpatrick; Craig Ruberti; Ed Mientka

Subject: Lab Safety Assessment

Sorry for the delay but we were modifying the inspection forms and created a problem that was just rectified. See the attached file that contains the blank inspection report. I also added a practice test report so that you can see how the report looks with data sets added. Page 4 start the actual data summary with pictures. This might be a good a time as any to start the discussion around our recent change in these reports. The concept is that we are assigning an arbitrary value to each question in a group. Each group (Gray Area) would have a score based on 100. So if you look at the first group "Doors/Lab Safety Card" we would include some phrase you scored 80 % or 80 out of 100.

As we modify the template we can change the relative value of each answer in a question group. In our example of the first group if you decide that updating the card has more relative importance in the question group we can assign a higher relative number. Using this method one negative response could give you a 40% instead of 80%. Assigning these values will help us develop a simple report that accurately reflects the relative status of a lab. My goal is to be able to report all the labs in a department with this statistical form along with a graph, (see attached QuestionResponseGraph 1).

I would hope that a simple graph would allow us to print out all the labs in a department on a few pages vs several hundred pages. I would also hope to be able to track improvement using this method.

I welcome comments and suggestions. We will certainly need your input in order to accurately rank all these questions. You may want them all the same but the functionality will be present increase the ranking.

We hope to have this functional by next week.

Jim

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